

Summary Report
City of Raleigh Historic Cemeteries Advisory Board

**Tucker House * 418 N Person St
Monday, September 12, 2011**

Members Present:

Jane Thurman- Raleigh City Cemeteries Preservation, Inc.
David Brown- Raleigh City Cemeteries Preservation, Inc.
Wayne Schindler- City of Raleigh Parks and Recreation Department
Jimmy Thiem- Parks, Recreation and Greenway Advisory Board
Terry Harper- Raleigh City Cemeteries Preservation, Inc.
Orrin Haywood- Raleigh City Cemeteries Preservation, Inc.
Danny Morgan- City of Raleigh Parks and Recreation Department
Doris Burke- Parks, Recreation and Greenways Advisory Board

Members Absent:

Jason Queen- Preservation North Carolina (excused)

City of Raleigh Staff Present:

Christy Cornell

CALL TO ORDER

Mr. David Brown called the meeting to order at 5:30 p.m.

The Board reviewed the minutes from the 07/11/2011 meeting. One minor clarification was identified. Jane motioned that the minutes be accepted. Terry seconded the motion. The minutes were approved unanimously.

DISCUSSION

The Board reviewed a live segment on WRAL pertaining to the cleanup efforts in the City's cemeteries.

Wayne mentioned that Public Affairs interviewed him for a Raleigh Television Network show on the City cemetery cleanup efforts. The show will air on Channel 11 Minutes from the minutes.

Wayne gave an update of the SHPO grant. A Cultural Landscape Plan became required by SHPO for which the City did not have available funding, therefore the SHPO grant was rescinded by the City on 9-12-11 Council.

The Archaeological Assessment was completed in 10 days and an Executive Management Summary has been received by the City from Cultural Resource Analysts, Inc. The City is awaiting final word from FEMA and SHPO if this Summary report will be sufficient to move forward with the necessary next steps. The City is also awaiting word as to whether the Executive Summary can be released to the public as there have been several requests.

Jeff Adolphsen, with SHPO, is reviewing the Executive Summary Report and is assisting the City in developing specifications for headstone restoration work.

The Board spent the majority of the meeting discussing the 3-4 proposed Requests for Proposals (RFPs) pertaining to cleanup of the three cemeteries (Tree Debris removal, monument repairs, fence repairs, cobblestone repairs) and the anticipated process for cleanup and restoration. Issues covered were whether the tree debris and monument RFP's should be combined because the work is so intricately connected, whether there should be a 3rd party to oversee the work such as Architectural firm or a Conservator, the different phases of the monument restoration RFP and how a Project Manager/Conservator might oversee the work of the Tree Debris Contractor. It was determined that many of the questions raised need to be addressed by FEMA since they have more experience with historic cemetery restoration work.

Wayne will follow up with Sara Sanders with FEMA to discuss next steps and finalize the critical path for the restoration work (i.e. removal of loose artifacts/headstones, creation of tree cribbing, removal of debris, repair of headstones/monuments, repair of wrought-iron fencing and fence bases, coping, curbing, and lastly repair of cobblestone pathways.)

Jane mentioned that she will likely contact Kurt Eichenburger, who participated in the Cemetery cleanup work after Hurricane Fran in 1997.

David Brown left at 6:40 p.m. due to meeting conflict.

Under New Business, Terry mentioned that the Historic Districts Guideline revisions/updates are complete. These are available on-line but have not been reviewed or approved by City Council yet.

With no further business, the meeting adjourned at 7:00 p.m.

The next meeting of the Historic Cemetery Advisory Board is tentatively scheduled for Monday, October, 10, 2011 at 5:30 p.m. at the Tucker House.